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ABSTRACT

This book is designed to impart advice to students or potential students on how to be successful at the community college. Chapter 1 discusses the major strengths and weaknesses of community colleges. Strengths include low cost, convenient location, service mission, student-centered learning environment, flexibility, and open admissions. Weaknesses identified are high percentages of part-time faculty, lower academic credentials of faculty, underprepared students, and fewer social activities. Chapter 2 discusses preliminary concerns for potential students to consider such as academic forgiveness policies, college accreditation, obtaining outside course credits, financial aid, course placement, and costs of supplies and books. Chapter 3 offers advice on selecting courses and programs of study. Chapter 4 is devoted to academic success and achievement. The author describes skills and behaviors that are correlated with achievement such as attendance, note taking, critical thinking, participation in study groups, use of office hours, syllabus evaluation and writing ability. Chapter 5 describes important people at the community college including counselors, faculty, advisory committees, and student organizations. Chapter 6 outlines common problems that a student might face such as improper faculty or student behavior, harassment, due process, and plagiarism. Chapter 7 provides information on job placement and lists the fastest growing careers. The book contains an appendix that lists accredited two-year colleges in the U.S., by state. (RDG)

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